

---

# Papakura Local Board Workshop

## OPEN MINUTES

---

Minutes of a meeting of the Papakura Local Board Workshop held in the Local Board Chambers, 35 Coles Crescent, Papakura, Auckland on Wednesday, 19 March 2025 at 11:00am.

---

### TE HUNGA KUA TAE MAI | PRESENT

<b>Deputy Chairperson</b>	Jan Robinson	
<b>Members</b>	Felicity Auva'a	(from 11am – 12noon; from 2.32pm)
	George Hawkins	
	Kelvin Hieatt	
	Andrew Webster	

### TE HUNGA KĀORE I TAE MAI | ABSENT

<b>Chairperson</b>	Brent Catchpole
--------------------	-----------------

---



## 1 Ngā Tamōtanga | Apologies

That the Papakura Local Board Workshop:

- a) note the apology from Chairperson Brent Cacthpole.

## 2 Te Whakapuaki i te Whai Pānga | Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

There were no declarations of interest.

## 3 Local Board Workshop

### Item 11:00 – 12:00pm

#### Direction Setting

Presenter/s: Victoria Hutt  
(Papakura Local Board Senior Advisor, Governance & Engagement)

Lee Manaia  
(Papakura Local Board Advisor)

Governance role: Setting direction / priorities / budget

Proposed Outcome/s: To inform the board on upcoming events/meetings and seek board's feedback.

For members to provide strategic updates related to meetings/ briefings they have attended, highlighting opportunities for board decision making or advocacy.

Attachment/s: Material unavailable at the time of agenda build.

#### Summary of discussions

Members opened the workshop with an opening Karakia

Waiata - Papakura Nei

- Proposed new community lease to Te Kohanga Reo National Trust Board at 6R Liddy Place, Papakura
  - Members sought more information regarding to lease:
  - Do the parents pay fees?
  - Is the group aware of the increased lease cost and do they have the ability to pay the increased lease cost?
  -
- Seven new road names at 144 and 152A Park Estate Road and 60 Parkmore Drive, Hingaia report
  - Members had no issues with the names proposed.

- Proposed Wastewater environmental performance standards by Water services Authority - Taumata Arowai
- 8-10 Averill Street - report now coming to May 2025 Business meeting
- Cemeteries Bylaw – report now coming to April 2025 business meeting – board feedback:
  - Agree there should be some control for adornments to allow for easy maintenance - need to respect other graves
  - Adornments likely to be affected by wind should be well secured
  - Should not be able to drive up and to drink at the grave sites
  - Requirements should be clearly outlined to families so they're aware
  - Should not transgress on another grave site
- Engagement opportunity
  - Papakura Local Board have been invited to attend the Papakura Marae – 14 May 2025 – an information opportunity about what the local board does.
  - Annual Budget 2025/2026 online form did not have a question regarding what do you think of local board priorities. Has been rectified.

Workshop – 26 March 2025

**Lunch Break (12pm –12.30pm)**

**Item 3 – 12.30-4.30pm**

**Local Board Annual Planning workshop 6 - Local Board Work Programme & Targets**

Presenter/s:            Lee Manaia  
                                  (Papakura Local Board Advisor, Governance & Engagement)

                                  Victoria Hutt  
                                  (Papakura Local Board Senior Advisor, Governance & Engagement)

                                  Faithe Smith  
                                  (Lead Financial Advisor, Local Board Financial Advisory)

                                  Shyrel Burt  
                                  (Principal Integration Specialist, Executive Office Community)

                                  Jane Cain  
                                  (Place & Partner Specialist, Community Delivery (South))

                                  Ruth Barraclough  
                                  (Activation Advisor, Sport & Recreation)

                                  Farina Hopwood  
                                  (Activation Advisor, Sport & Recreation)

                                  Anna Jackson  
                                  (Integration Specialist, Executive Office Community)

                                  Liz Muliaga  
                                  (Manager Community Programme Delivery, Community Wellbeing)

Dany Miller  
(Connected Communities Lead & Coach, Community Wellbeing)

Tracey Hainsworth-Fa'aofo  
(Community Broker, Community Wellbeing)

Sunny Karan  
(Activation Team Manager, Community Wellbeing)

Jacquelyn Collins  
(Play Portfolio Lead, Community Wellbeing)

Darryl Hamilton  
(Aquatic & Rec Facilities Contract Manager, Pools and Leisure)

Trish Kirkland-Smith  
(Volunteering & Programmes Team Manager, Parks and Community Facilities)

Kristen Greenfield  
(Parks and Places Specialist, Parks and Community Facilities)

Alex Overwater-Davis  
(Manager Area Operations, Parks and Community Facilities)

David Daniela  
(Manager Event Production, Community Wellbeing)

Uaita (Lucky) Sialii  
(Manager Event Facilitation, Community Wellbeing)

Siemone Rawson  
(Manager Civic Events, (Civic) Events)

Akiko Shimizu-Alexander  
(Service and Asset Planning Specialist, Policy)

Dawn Bardsley  
(Naming Lead Te Kete Rukuruku, Community Wellbeing)

Kartik Bhat  
(Relationship Advisor, Executive Office Resilience & Infrastructure)

Marguerite Hill  
(Senior Specialist: Community Heritage, Planning & Resource Consents)

Claire Siddens  
(Principal Advisor, Business Improvement District Programme (BIDs))

Claire Siddens  
(Principal Advisor – BIDs, Group Strategy, Transformation & Partner)

Bilin He  
(Grants Advisor, Group Treasurer)

Manuel Raimundo  
(Work Programme Lead, Area Operations)

Dominic Lee  
(Specialist Advisor, Community Delivery (South))

Shane McNeill  
(Community Park Ranger, Specialist Operations)

Matt Johnson  
(Play Project Manager, Sport & Recreation)

Bobby Kennedy  
(Connected Communities Lead & Coach  
Community Delivery (South))

Borni Tukiwaho  
(Place & Partner Specialist, Community Delivery (South))

Chris Charles  
Regional Trails Programme Manager, Service Strategy & Partnerships)

Tui Boteju  
(Play Sport and Recreation Graduate, Sport & Recreation)

Vanitha Subramaniam  
(Specialist Advisor, Community Delivery (South))

Barry George  
Sport & Recreation Lead, Sport & Recreation)

Kim Taunga  
(Head of Community Delivery, Community Delivery (South))

Governance role: Setting direction / priorities / budget

Proposed Outcome/s: To receive local board feedback on draft 2025/2026 work programmes (this will be used to update work programmes before presenting the finalised work programmes to the board).

Attachment/s: Workshop Presentation Material unavailable at the time of agenda build.

Attachment A – Papakura Play Plan 2025 Implementation - supporting material for Work Programme planning

Attachment B – Draft Papakura - Auckland Emergency Management Work Programme 2025/2026

Attachment C – Draft Papakura - Community Capex Work Programme 2025/2026

### Summary of discussions

The local board provided input on the draft 2025/2026 work programmes.

**Actions**

1. Alex Overwater-Davis to check with Lea van Heerden as to whether there is a dog off leash exercise area being built at the Opaheke Passive Park.

**Attachments**

- A LBAP 6 - Draft LBWP Powerpoint - Papakura v2
- B Direction Setting

The workshop finished at 4:49pm